

# C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park  
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

## AGENDA

The next meeting of the  
**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)**  
will be as follows.

**Date:** Thursday, January 24, 2008  
**7:00 p.m. to 9:00 p.m.**  
**Place:** San Mateo City Hall  
330 West 20th Avenue  
San Mateo, California  
Conference Room C (across from Council Chambers)

PLEASE CALL TOM MADALENA (599-1460) IF YOU ARE UNABLE TO ATTEND.

- |    |  |  |           |                        |
|----|--|--|-----------|------------------------|
| 1. | Call To Order.   | Action<br>(Alfano)                                     |           | 7:00 p.m.<br>(5 mins)  |
| 2. | Public Comment On Items Not On The Agenda.                                       | Presentations are<br>limited to 3 mins<br>per speaker. |           | 7:05 p.m.<br>(5 mins)  |
| 3. | Minutes of October 25, 2007 Meeting.   | Action<br>(Alfano)                                     | Pages 1-2 | 7:10 p.m.<br>(5 mins)  |
| 4. | TDA Article 3 FY 2008-09 project applications                                    | Action<br>(Hoang)                                      | Pages 3-4 | 7:15 p.m.<br>(10 mins) |
| 5. | Selection of a consultant for the San Mateo<br>County Bicycle Transportation Map | Action<br>(Shu)  | Pages 5-8 | 7:25 p.m.<br>(15 mins) |
| 6. | Nominations for a Bicycle and Pedestrian<br>Advisory Committee Vice Chair        | Action<br>(Madalena)                                   | Page 9    | 7:40 p.m.<br>(10 mins) |
| 7. | Member Communications  | Information<br>(Alfano)                                |           | 7:50 p.m.<br>(5 mins)  |
| 8. | Adjournment  | Action<br>(Alfano)                                     |           | 7:55 p.m.<br>(5 mins)  |

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**NOTE: All items appearing on the agenda are subject to action by the Committee. Actions recommended by staff are subject to change by the Committee.**

### Other enclosures/Correspondence

- None.

If you have any questions regarding the C/CAG Bicycle and Pedestrian Advisory Committee Meeting Agenda, please contact Richard Napier at 650-599-1420 or Tom Madalena at 650-599-1460.

*NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Nancy Blair at 650 599-1406, five working days prior to the meeting date.*

**The following BPAC meeting will be held on Thursday March 27<sup>th</sup>, 2008.**

**Bicycle and Pedestrian Advisory Committee (BPAC)**  
**Meeting Minutes**  
**October 25, 2007**

**1. Call to Order.**

Chair Alfano called the Bicycle and Pedestrian Advisory Committee (BPAC) meeting to order at 7:37 p.m.

Members Attending:

Juda Tolmasoff, Karyl Matsumoto, Mike Harding, Marc Hershman, Ken Ibarra, Judi Mosqueda, Julie Lancelle, Naomi Patridge and Cory Roay.

Staff/Guests Attending:

Tom Madalena, Sandy Wong, John Hoang, Pat Giorni

**2. Public Comment On Items Not On The Agenda.**

Pat Giorni (Burlingame) commented that so few public members apply that have insightful background and experience. It might be a hindrance to have term limits. There is a wealth of experience that might be lost. Could it be considered to look at term limits?

**3. Minutes of the September 27, 2007 Meeting.**

*Motion: Member Hershman moved/Chair Alfano seconded approval of the September 27, 2007 minutes. Motion carried unanimously.*

**4. Recommendation of the Transportation Development Act Article 3 Bicycle and Pedestrian Program for FY 2008/2009**

Chair Alfano – In the first paragraph it should be mentioned that jurisdictions with larger projects may want to wait for the next funding cycle.

Member Mosqueda – What if we allow applicants to ask for planning projects with this cycle, and then allow for capitol projects in a later funding cycle?

Chair Alfano – It should be in bold that the intention is to fund smaller projects.

Member Patridge – Agrees with Chair Alfano that the call should be for smaller projects.

Member Mosqueda – The score sheet does not account for planning projects.

Member Roay – Issue could be that the planning projects may plan for things that never happen.

Member Lancelle – It's a good idea to support planning with a different application and scoring criteria. Planning requires a small investment of funding, especially when Measure A money arrives in 2009.

Member Harding – To accommodate communities that may need assistance with planning funds we should consider revising the criteria.

Chair Alfano – Worried about funding plans that do not have momentum.

Member Lancelle – We should refer planning projects to MTC for funding.

Member Mosqueda – With out planning it may be difficult to know what projects may be out there.

Member Ibarra – Motion to leave the criteria the same and revisit planning projects with later funding sources. Seconded by Member Harding.

Motion carried with Member Lancelle and Member Mosqueda voting no.

#### **5. Review and approval of the 7:00 p.m. start time for the 2008 BPAC meetings**

Member Lancelle made the motion to approve. Seconded by Member Matsumoto. Motion carried unanimously.

#### **6. Member Recognition**

Tom Madalena presented this item to recognize the dedicated service of Member Maureen Brooks and gave her a plaque from the C/CAG Board of Directors to thank her for commitment to the BPAC. Member Brooks has served three two-year terms, which is the term limit set for public BPAC members. Her dedicated service to the BPAC and the Bike Map Subcommittee has been valued and highly appreciated. Member Brooks also contributed her time and expertise in digitizing the proposed bike routes. C/CAG staff appreciates the commitment and dedication that Member Brooks has provided throughout the years.

#### **7. Member Communications**

Member Cronin – Members of the Peninsula Bicycle and Pedestrian Committee have decided to partner with the Silicon Valley Bicycle Coalition. They would like to work with the C/CAG BPAC whenever possible, particularly as an advisory source.

Chair Alfano – We should refer to SB832 in the TDA call letter in the future.

Member Lancelle – Would like to submit data for the Bicycle Transportation Map project.

#### **9. Adjournment**

The meeting was adjourned at 9:56 pm.

# C/CAG AGENDA REPORT

**Date:** January 24, 2008  
**To:** Bicycle and Pedestrian Advisory Committee  
**From:** John Hoang  
**Subject:** TDA Article 3 FY 2008-09 project applications (Revised)  
(For further information contact John Hoang at 363-4105)

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## RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee receive the project applications for the Transportation Development Act (TDA) Article 3 Program FY 2008/09.

## FISCAL IMPACT

TDA Article 3 Bicycle and Pedestrian project funding cycle for FY 2008-09 is estimated to be \$600,000.

## SOURCE OF FUNDS

TDA Article 3 funds are derived from the following sources:

- Local Transportation Funds (LTF), which is derived from a ¼ cent of the general sales tax collected statewide
- State Transit Assistance fund (STA), which is derived from the statewide sales tax on gasoline and diesel fuel.

## BACKGROUND/DISCUSSION

A call for project was issued on November 9, 2007, requesting local jurisdictions to submit applications for bicycle and pedestrian related projects. A workshop was also held on December 20, 2007, in which 12 jurisdictions were in attendance. A total of **20** applications were received from **12** different jurisdictions.

The next step is for the BPAC to evaluate and score the projects. The project evaluation process typically includes a project site visit followed by presentation from the project sponsors. It is suggested that the site visit be performed on a Saturday in February. The BPAC will determine which projects to visit. It is proposed that the follow-up project presentations and final recommendations occur during the February and/or March 2008 BPAC Meetings.

## ATTACHMENTS

- Summary List of Project Applicants

\* Hard copies of all 20 proposals will be handed out to BPAC Members at the meeting.

### TDA ARTICLE 3 FY 2008/09 - PROJECT APPLICATIONS (Revised)

No	Jurisdiction	Project Description	\$ Requested	Location
1	Belmont	Install and/or upgrade 21 curb ramps to ADA compliance at various locations	\$ 80,000	Ralston/ with Sixth, Chula Vista, Notre Dame, Chevy, Avon, Maywood, Academy, and Villa
2	Burlingame	Production of Educational and Informational brochure for bicyclist	\$ 27,000	City of Burlingame
3	County of San Mateo - Parks	Construct paved pedestrian/bicycle path at the Mirada Surf Coastal Trail	\$ 100,000	Portion of the Mirada Surf Coastal Trail
4	County of San Mateo - PW	Install approximately 20-25 pedestrian sidewalk access ramps at various locations	\$ 100,000	Various locations throughout unincorporated County
5	Daly City 1	Install sidewalk bulb-outs at intersection to improve pedestrian safety	\$ 50,000	Intersection of Westmoor Ave. And Southgate Ave
6	Daly City 2	Install new sidewalk and curb ramps to close gaps for pedestrian route	\$ 100,000	Along John Daly Blvd between Mission St (Top-of-the-hill) and Daly City BART Station.
7	East Palo Alto	Convert a contaminated, abandoned Rail Spur into a pedestrian trail	\$ 100,000	Rail Spur at the middle of the Bay/Clarke/Weeks/Pulgas (BCWP) block, from Pulgas Ave to Bay Rd
8	Half Moon Bay	Extend existing Class I bicycle /ped trail on Hwy 1	\$ 100,000	On Hwy 1 between Poplar St and Seymour St.
9	Menlo Park 1	Development of media/community program for "Streets Smartz Public Education	\$ 18,000	City of Menlo Park
10	Menlo Park 2	Improvements to the Ringwood Avenue Bike/Ped bridge structure	\$ 10,000	Ringwood Avenue Bicycle/Pedestrian bridge
11	San Bruno 1	Install Class II Bike Lanes	\$ 32,500	On Sneath Lane from El Camino Real to Huntington Avenue (both directions)
12	San Bruno 2	Install specialized routing signs and standardized "Share the Road" signs	\$ 9,000	On Huntington Avenue from north of Herman St. to south of Santa Helena Av.
13	San Carlos	Install Class III Bike Routes; Install bicycle racks at parks	\$ 65,000	Cedar Street and Arroyo Avenue
14	San Mateo	Develop a Citywide Bicycle Master Plan	\$ 81,000	City of San Mateo
15	South San Francisco 1	Install 2 in-ground lighted crosswalks	\$ 40,000	West Orange Ave at B Street and West Orange Ave at North Canal Street
16	South San Francisco 2	Install 275 bicycle route signs along 105,000 linear feet of existing bicycle routes	\$ 40,000	Various locations throughout the City of South San Francisco
17	South San Francisco 3	Install 23 Traficon Video Detection Systems (for bicyclist)	\$ 76,667	Various locations throughout the City of South San Francisco
18	Woodside 1	Modify bike land drainage inlet	\$ 12,000	Westbound Woodside Rd (SR 84) on bridge across Dry Creek (about 400 ft west of Canada Rd intersection)
19	Woodside 2	Construct standard sidewalk to access park	\$ 58,000	At eastbound Farm Hill Blvd from Woodhill Dr down to the entrance to Barkley Field.
20	Woodside 3	Reconfigure existing Woodside Rd bike and motorized traffic lanes	\$ 25,000	In Woodside Town Center, about 500 feet eastward from the Canada Rd intersection.
		TOTAL AMOUNT REQUESTED	\$ 1,124,167	

# C/CAG AGENDA REPORT

**Date:** January 24, 2008  
**To:** Bicycle and Pedestrian Advisory Committee  
**From:** Diana Shu, Transportation Systems Coordinator  
**Subject:** Selection of a consultant for the San Mateo County Bicycle Transportation Map

(For further information contact Diana Shu at 599-1414)

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## RECOMMENDATION

That the Bicycle and Pedestrian Advisory Committee select a consultant for the San Mateo County Bicycle Transportation Map

## FISCAL IMPACT

TBD

## SOURCE OF FUNDS

Funding for this project has been included in the FY 07-08 Budget.

## PREVIOUS ACTIONS

- September 27, 2007 BPAC approved RFP for Countywide Bicycle Map.
- October 26, 2007 Staff received 5 proposals for the bike map

## BACKGROUND/DISCUSSION

On November 27, 2007 staff called a meeting of BPAC subcommittee members to review the 5 proposals:

Subcommittee and Staff members attending this meeting:

David Alfano	Tom Madalena
Mike Harding	John Hoang
Robert Cronin	Diana Shu
Matthew Grocott	
Maureen Brooks	

The subcommittee review of the proposals and sample bicycle maps resulted in the following ranking of proposals:

1. Bikemaps, etc.
2. Eureka
3. Reineck and Reineck
4. Barclay Maps
5. Maps, etc.

Members of the subcommittee and staff also discussed the following:

- The different styles of bicycle maps available and how to choose the best style for this map
- That cost was not a factor in the scoring of the proposals
- That working with consultants outside the Bay Area could be an issue
- That copyright issues needed clarification from some consultants
- That some consultants may not have access to San Francisco and Santa Clara County bikeway data which the subcommittee would like to include in this map

As a result, staff then selected the top three consultants to solicit a best and final offer and followed up with three reference checks per consultant to determine the following:

- How these consultants would work with subcommittee members to determine the best style for this map.
- A final estimate based on a set of specific criteria
- If references could verify the type of project completed, quality of work, delivery, cost and satisfaction with the final product.
- Check with consultant about relinquishing all rights to the map to C/CAG.
- Check with consultant about availability of data in adjoining counties.

Staff found the following:

- All consultants were flexible in the style and presentation of the bicycle map have developed map hierarchies that are specific to bicycle maps. These hierarchies help to emphasize the bikeways over other roadway information.
- All consultants will work with the subcommittee during the preliminary stage to determine which elements work best for this map. Parameters to consider are the size of the county in relationship to the available space on the paper.
- All references indicate that these consultants were creative, thorough, professional, accurate and stayed within their estimated costs and met their design schedules.
- Bikemaps, etc. and Reineck and Reineck included all rights to the map as part of the package. Eureka included all rights only if C/CAG used the county's own basemap as the basis of the map.
- All consultants would need permission from the adjoining counties to use the bikeways data. However, Reineck and Reineck indicated that they already have these permissions from San Francisco, and Santa Clara counties.



Staff also requested a Best and Final offer from each of the top three candidates and the results are as follows:

Consultant	Best Offer	Print Costs 10K	Total
Reineck and Reineck	\$13,725	\$8,315	\$22,040
Eureka	\$18,500+	\$5000 to \$8000	\$23,500 to \$26,500+
Bikemaps, etc.	\$24,500	\$5,849	\$30,349

Based on the above reference checks and discussions with the prospective consultants, it is staff's opinion that Eureka's cost will vary from the offer above due to extra charges for meetings (\$100/meeting) and extra requirements in the layout (\$400 for overlapping panel areas). Additionally, two out of the three references for Eureka indicated that they used Eureka primarily for updates to existing maps and not for designing maps.

Staff believes that both of the remaining consultants have the following pros and cons:

Consultant	Pros	Cons
Reineck and Reineck	<ul style="list-style-type: none"> <li>• Locally based</li> <li>• Familiar with SF and Santa Clara county bike maps</li> <li>• Format of map will be familiar to bikers</li> <li>• Has rights to both SF and Santa Clara county bikeways</li> <li>• Lowest bid</li> </ul>	<ul style="list-style-type: none"> <li>• Lack of high contrast between bikeways and roadways</li> </ul>
Bikemaps, etc	<ul style="list-style-type: none"> <li>• Bikers like the format with high contrast between bikeways and roadways</li> </ul>	<ul style="list-style-type: none"> <li>• Highest bid</li> </ul>

The key considerations for the map should also take into consideration that the San Francisco Bike Map and the Alexandria Bike Map represent different urban areas than the proposed San Mateo County bike map. Both consultants believe that the county map would need to be considerably denser than either the San Francisco Bike Map or the Alexandria Bike Map. Furthermore, the consultants would highly recommend that in the initial stages of the project that the subcommittee members and the consultant discuss the many strategies that are available for this map in order to develop the preferred hierarchy that will govern the final outcome of the map.

### **NEXT STEPS**

1. Select a consultant – January 24, 2008
2. Execute the agreement – C/CAG board meeting on February 14, 2008
3. Send the final bikeway data to the consultant - end of February
4. Meet with the consultant to establish the format of the map - TBD
5. Review the preliminary layout
6. Finalize the map
7. Print it
8. Distribute the map - TBD

### **ACTIONS**

1. Upon review of the maps provided at this meeting, that the BPAC Committee, choose a consultant based on a majority vote of its members.

# C/CAG AGENDA REPORT

**Date:** January 24, 2008  
**To:** Bicycle and Pedestrian Advisory Committee  
**From:** Tom Madalena  
**Subject:** Nominations for a Bicycle and Pedestrian Advisory Committee Vice Chair.  
(For further information please contact Tom Madalena at 650-599-1460)

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## **RECOMMENDATION**

That the BPAC nominate members for a Bicycle and Pedestrian Advisory Committee Vice Chair.

## **FISCAL IMPACT**

None.

## **SOURCE OF FUNDS**

NA

## **BACKGROUND/DISCUSSION**

As a result of Maureen Brooks departing from the BPAC, there is a vacancy for the Vice Chair position. Staff recommendation is for the BPAC to nominate members for the Vice Chair position at the January meeting. Nominations can also be submitted to Tom Madalena by February 19, 2008. At the next BPAC meeting members will then vote to select a Vice Chair from those nominated.